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24 July 1981

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater  
Deputy Director for AdministrationDD/A REGISTRY  
FILE: 64M-1SUBJECT: Weekly Activity Report for the Directorate of  
Administration25X1 1. The communications link for the new Agency station in [ ]  
[ ] was officially activated on 20 July 1981. [ ] 25X125X1 2. New SKYLINK (SC-3) installations have been made in [ ]  
[ ] Equipment testing and operating  
training is in progress at each location with formal activation of the  
terminals scheduled for the near future. [ ] 25X125X1 3. On 20 July, the DCI was briefed on the SAFE Project [ ]  
[ ] project officials, who presented  
the briefing, indicated that the DCI left the briefing with a positive  
attitude toward the goals of the project. [ ] 25X125X1 4. Over 20 Agency personnel, representing a cross section of the  
Agency, were briefed on 20 July by four representatives from the Institute  
of Computer Sciences and Technology (ICST) and the National Bureau of  
Standards (NBS) on NBS activities in the areas of communications protocol  
standards and hardware standards. [ ] 25X125X1 6. In anticipation of the mail strike and with the concurrence of the  
Department of the Treasury, the salary checks for this pay period were  
mailed one day earlier. [ ]7. Due to the extra efforts of the programmers in the Applications  
Division of ODP and personnel in the Compensation Division of OF the  
Interim Overseas Differential (IOD) will be established in the biweekly  
payroll system in a timely manner. The IOD required an input of over 1,900  
master file changes to the biweekly payroll system. [ ] 25X1WARNING NOTICE--INTELLIGENCE  
SOURCES AND METHODS INVOLVED

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8. As a result of an earlier FOIA request, University Publications of America, Inc., Frederick, Maryland, obtained a copy of our DECAL listing of documents released in declassified or sanitized form. Mr. John Moscato, the president of the firm, has now submitted a request for copies of 1,093 of these documents. While we do not ordinarily assess search charges for copies of previously released documents, we shall have to for a request of this magnitude. Moreover, we intend to ask that he provide additional bibliographical data, such as publication dates, to facilitate the retrieval of the documents. ☐

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9. The meeting with Fairfax County authorities to discuss the Agency's Master Plan was held on 21 July. The county authorities pledged cooperation with the Agency's consultants in their development of the Master Plan. ☐

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10. The Assistant to the President of the National Defense University has informed us that the CIA would be authorized a quota of six spaces for the 1981-82 National War College session. The normal Agency quota over the years has been four. ☐

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11. A full recruiting task force spent the week of 12-18 July 1981 in Los Angeles, California. After extensive technical, medical, and security testing, eleven candidates were offered positions; five as technicians, and six as communicators. Four other candidates may be offered positions after the completion of follow-up polygraph and medical examinations. ☐

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12. IBM is discontinuing the manufacture of the Selectric II and Correcting Selectric typewriters and replacing them with the Selectric III, which has the correcting features. The "phaseout" of the Selectric II and Correcting Selectric should take place by 30 September 1981. The Selectric III has been TEMPEST tested and approved by the Communications Security Division, Office of Communications. Steps are being taken to justify this typewriter for Agency use, and the DDA's approval will be requested. ☐ governing the use and justification of Agency approved typewriters will be updated accordingly. ☐

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Harry E. Fitzwater

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